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20 February 1957

MEMORANDUM FOR: Chief, Operations School

FROM : Assistant for Headquarters Training

SUBJECT : Weekly Activities Report No. 8
13 through 19 February 1957

I. SIGNIFICANT ITEMS

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a. At the request of the DCI (transmitted through EE/DD/P) [redacted] conducted a briefing on Staybehind Operations on 19 February for a high official of the [redacted] Government who is, at present, visiting the DCI.

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II. OTHER ITEMS

Plans

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a. [redacted] is visiting [redacted] to confer with AF/OS and OC and OFC instructors regarding the proposed Clandestine Activities Course for JOT's.

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b. The next running of the Covert [redacted] Course scheduled for 4 - 22 March 1957 is already oversubscribed. In order to accommodate the increased enrolment the class will meet in the [redacted] Auditorium.

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c. On 14 February 1957 [redacted] met with Mr. [redacted] Chief, FI/[redacted] to review various problems for improving our requirements training as well as to go over related problems in reports training. Messrs. [redacted] staff attended the latter part of the conference.

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Courses

d. Counterespionage Operations Course No. 8 began on 18 February with a full complement of 15 students. About half of the class has an FI Career designation; the others have PP (4), JOT, Admin, and TSS designations. By grade, the class ranges from GS-7 to GS-18.

There were 27 applicants for CEO No. 8, and at present there are 40 applications for the next two runnings. To meet this demand the Director of Training has approved a revised schedule which provides for an additional running of the course before the end of May 1957 by decreasing the time between courses from three weeks to one week.

Mr. [REDACTED] of the A & E Staff is auditing this running of CEO in order to assist in devising an appropriate evaluating system. The increased work load occasioned by the additional running of CEO, has brought into sharper focus the need for a faster method of evaluating the students than the one now in use.

e. On 18 - 19 February, [REDACTED] gave tutorial instruction in Staybehind Operations to a staff officer on the [REDACTED] Desk, FE/DD/P.

f. On 21 February, eight students will complete a special course in Reports Training. They will then have put in the afternoons of two weeks of on-the-job training in processing information reports. Grades range from GS-4 to GS-12. Four students came from NEA, two from FE, and one each from IO and SE. Miss [REDACTED] has directed the bulk of the laboratory training.

g. Two intelligence officers from FE completed two weeks of tutorial training in Information Reporting, Reports, and Requirements on 15 February. A third from NEA started tutorial training on 13 February and will complete it 1 March. The fifth running of the regular IRRR course will start 25 February with an enrollment of 21 students. More than doubling the size of the class has been made possible by the assignment of [REDACTED] as an instructor.

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h. Cable Refresher No. 9 (Headquarters), 0900 - 1300 hours, 18 February, was jointly conducted by the Operations School, the Intelligence School, and the Signal Center. [REDACTED] introduced the course and the speakers. [REDACTED] instructor, Intelligence School, talked on prescribed practices in cable writing; [REDACTED] Chief of the Signal Center, on technical considerations; and [REDACTED] Chief Instructor in Reports Training, Operations School, on organization and language communication of the cable content. Although there is a backlog for the course, out of a registration of 35 persons, only 25 students actually attended. The next scheduled running of the course is on 13 May. Because of the backlog an additional running is planned for 27 March.

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1. On 15 February, [REDACTED] lectured to the OC at [REDACTED] On Staybehind Operations.

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Personnel

j. We are happy to report that [REDACTED] returned to duty on Monday, 18 February 1957, after having been given a clean bill of health by the doctors at Walter Reed Hospital.

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k. Beginning 25 March [REDACTED] will be on two weeks annual leave as he and his wife plan to go to Florida.

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